



PERMITTING AND DEVELOPMENT REVIEW DIVISION  
FREDERICK COUNTY, MARYLAND  
*Department of Permits and Inspections*

30 North Market Street • Frederick, Maryland 21701  
Phone (301) 600-2313 • Fax (301) 600-2309

PLAN REVIEW SUBMITTAL REQUIREMENTS  
CHECKLIST FOR GAZEBOS

ATTACHMENT (C)

Two sets of framing plans; one set will be returned to you with your approved Building Permit. Plans should be to scale, with scale indicated on plans. An elevation plan showing height of gazebo above grade is helpful. If additional information is required for the plan review, you will be notified. If you have any questions concerning these requirements, please contact Plan Review, at 301-600-1086.

*Framing plans need to include the following items:*

- ☐ 1) Dimensions of new structure clearly indicated.
- ☐ 2) Joist size and spacing, with direction of joists shown.
- ☐ 3) Size and location of beams.
- ☐ 4) Size and location of posts showing the span between posts.
- ☐ 5) Footing detail with depth of footing, diameter and thickness of concrete.
- ☐ 6) If there is to be a cantilever, indicate the size from end of deck to the post.
- ☐ 7) COMPOSITE OR PVC RAILING OR DECKING: indicate manufacturer and brand name (must be on approved list).
- ☐ 8) Roof detail showing rafter size, spacing, and header information. Provide grade and species of framing members.
- ☐ 9) If it is a prefab gazebo on grade, it must be tied-down. Show anchor types and locations.

Also, it is very helpful if you also indicate the decking material, size and direction of decking, the guardrail information with height, spacing and materials used, and if you are attaching to the house, show the bolt size and spacing. This helps our reviewer do your plan review in less time.

*Additional information, including a Deck Information Guide, is available from this department, or on the County website at:  
[www.frederickcountymd.gov/permit](http://www.frederickcountymd.gov/permit)*